



Department of Environment and Natural Resources
NATIONAL CAPITAL REGION



November 05, 2024

ALBINA L. PINEDA

Chief, Planning and Management Division
DENR-NCR

THRU: ENGR. LEAH C. ORCILLA

Chief, Regional ICT Unit
DENR-NCR

Dear Ma'am,

Isang makakalikasang araw!

The Metropolitan Environmental Office (MEO) - South of the DENR National Capital Region is planning a one-day seminar to enhance the capacity of selected MEO South personnel through a face-to-face training titled "The Implementation of the Tree-Cutting Online Permitting System," covering relevant laws, guidelines, and DENR policies. This training aims to equip participants with the knowledge and skills necessary for the effective execution of their duties and responsibilities, particularly in navigating the online permitting process.

In this regard, we respectfully request your assistance in educating the target participants on this subject. The training will consist of two parts: a lecture and demonstration through the online application, delivered via PowerPoint presentation, followed by a workshop. For your reference, we have attached the proposed outline of topics for the lecture portion. This seminar is scheduled for November 12, 2024, from 8:00 AM to 12:00 NN at the MEO-South Office in Parañaque City.

Our Environmental Protection Officer II, Ms. Roxan Jane S. Delizon, will coordinate closely with your office regarding this matter. Should you have any questions, please feel free to contact her at 0993-304-0623 or via email at denrncr.sfo@gmail.com.

We look forward to your favorable response to our request.

Very truly yours,

Giddle/SAM:

*Please coordinate w/ MEO South
regarding the matter*

11/5/2024

Nurturing Cities for a Sustainable Future

OLGA O. ARZADON, RPF
OIC-Director

Metropolitan Environmental Office-South